

**BOARD OF SUPERVISORS MEETING MINUTES
GILA COUNTY, ARIZONA**

Date: December 5, 2017

TOMMIE C. MARTIN

Chairman

MARIAN SHEPPARD

Clerk of the Board

TIM R. HUMPHREY

Vice-Chairman

By: Marian Sheppard
Clerk of the Board

WOODY CLINE

Member

Gila County Courthouse
Globe, Arizona

PRESENT: Tommie C. Martin; Chairman (via ITV); Tim R. Humphrey, Vice-Chairman; Woody Cline, Member; W. James Menlove, County Manager (via ITV); Jacque Sanders, Assistant County Manager, District Librarian; Jefferson R. Dalton, Deputy Gila County Attorney, Civil Bureau Chief; Marian Sheppard, Clerk of the Board; and Melissa Henderson, Deputy Clerk of the Board.

Item 1 – CALL TO ORDER - PLEDGE OF ALLEGIANCE - INVOCATION

Chairman Martin called the regular session to order at 10:00 a.m. this date in the Board of Supervisors' hearing room. Sherry Grice led the Pledge of Allegiance and Jeff Dalton delivered the invocation.

Item 2 – REGULAR AGENDA ITEMS:

A. Public recognition of three employees for December's "Spotlight on Employees" Program, as follows: Denise Cox, Amanda Anderson and Erica Raymond.

Erica Raymond, Human Resources Assistant Sr., read aloud a letter from a member of the public complimenting Denise Cox of the Treasurer's Office for great customer service. Ms. Cox has been employed with the County for 15 years. She proceeded to read aloud a letter from the public also complimenting Amanda Anderson of the Treasurer's Office for her great customer service. Ms. Anderson has been employed with the County for 4 months. Shelley McPherson, Human Resources Department Director, read aloud a letter from Scott Buzan, Community Development Division Director, nominating Ms. Raymond for the Spotlight award. Each Board member congratulated the award recipients and thanked them for their efforts.

Chairman Martin advised that agenda item 2B would be addressed later in the meeting because her office had not yet received the list of properties that would be auctioned. She then announced agenda item 2C.

~~B. Supervisors' Annual Property Tax Sale/Auction for the sale of real property deeded to the State of Arizona by Treasurer's Deed in the year 2017, as follows: 205-36-048A, 206-03-143, 206-09-017C, 206-11-064, 206-20-008, 206-21-049, 206-24-016, 207-06-026, 207-08-236, 207-09-158, 207-13-052, 207-15-238, 207-15-240, 207-18-007B, 208-02-283, 208-04-304, 301-05-014H, 301-28-111, 302-14-179, 302-17-351A, 304-11-024D, and 304-18-001A.~~ This item was addressed after agenda item 2F – see below.

C. Information/Discussion/Action to authorize the quarterly advertisement of a public notice of on-line auction of surplus materials in the Arizona Silver Belt newspaper per A.R.S. §11-251(9).

Teresa Williams, Interim Finance Director, requested permission to advertise the on-line auction. Upon motion by Vice-Chairman Humphrey, seconded by Supervisor Cline, the Board unanimously authorized the advertisement of the on-line auction in the Arizona Silver Belt newspaper.

D. Information/Discussion/Action to award Service Agreement No. 103117 between the Gila County Community Services Division, Housing Services, and Rodriguez Constructions, Inc. for Major Rehabilitation Project CDBG HH#9787, whereby Rodriguez Constructions, Inc. will provide housing rehabilitation services to a single-family household unit located in Gila County for a fee of \$60,000 with all work to be completed by January 15, 2018.

Malissa Buzan, Community Services Division Director, advised that this rehabilitation project includes building an ADA (Americans with Disabilities) ramp and a few other items necessary to ensure the safe mobility of the homeowner. Upon motion by Supervisor Cline, seconded by Vice-Chairman Humphrey, the Board unanimously awarded Service Agreement No. 103117 to Rodriguez Constructions, Inc in the amount of \$60,000.

E. Information/Discussion/Action to review all bids submitted for Invitation for Bids No. 09181-Purchase One Pre-Owned 2,500 Gallon Water Truck; award a contract to the lowest, most responsible and qualified bidder, and authorize the Chairman's signature on the award contract.

Steve Sanders, Public Works Division Director, requested to award a contract to Superior Equipment, Inc., the second to lowest bidder. He advised that Empire Southwest, LLC was the lowest bidder; however, that company did not

meet the bid specifications as outlined in Invitation for Bids No. 09181. Upon motion by Vice-Chairman Humphrey, seconded by Supervisor Cline, the Board unanimously awarded a contract to Superior Equipment, Inc. in the amount of \$60,539.70 in response to Invitation for Bids No. 09181.

F. Information/Discussion/Action to review all bids submitted for Request for Proposals No. 082817-Janitorial Service for Northern Gila County; award a contract to the lowest, most responsible and qualified bidder, and authorize the Chairman's signature on the award contract.

Mr. Sanders advised that the Board authorized the advertisement of this Request for Proposals in October 2017. Four bids were received and he recommended awarding the bid to G.B. Home Cleaning, the lowest bidder. Upon motion by Supervisor Cline, seconded by Vice-Chairman Humphrey, the Board unanimously awarded a contract to G.B. Home Cleaning in the amount of \$76,047 in response to Request for Proposals No. 082817.

Chairman Martin advised that agenda item 2B would be addressed at this time.

B. Supervisors' Annual Property Tax Sale/Auction for the sale of real property deeded to the State of Arizona by Treasurer's Deed in the year 2017, as follows: 205-36-048A, 206-03-143, 206-09-017C, 206-11-064, 206-20-008, 206-21-049, 206-24-016, 207-06-026, 207-08-236, 207-09-158, 207-13-052, 207-15-238, 207-15-240, 207-18-007B, 208-02-283, 208-04-304, 301-05-014H, 301-28-111, 302-14-179, 302-17-351A, 304-11-024D, and 304-18-001A.

Chairman Martin read aloud the information provided on the newspaper advertisement for the auction, which states that the starting bid for each property will be for the total lien amount; all sales are final; the title conveyed by Treasurer's Deed may or may not be marketable; examine property before bidding; check the Assessor's map for the location of the parcel; seek advice on marketability of title conveyed by Treasurer's Deed; no warranties or guarantees as to the size or condition of property is given; and no refunds will be made. Each property was addressed separately by the Board. The results of the auction are as follows: 1) Parcel number 205-36-048A was sold to bidder number 8 for \$6,000, which resulted in a profit of \$542 over the lien amount of \$5,458; 2) parcel number 206-24-016 was sold to bidder number 6 for the lien amount \$880.11; 3) parcel number 207-13-052 was sold to bidder number 8 for the lien amount of \$2,929.67; 4) parcel number 302-14-179 was sold to bidder number 4 for the lien amount of \$3,745.81; 5) parcel number 304-11-024D was sold to bidder number 7 for the lien amount of \$535.04.

One bidder in the audience stated that he would like to bid on parcel number 304-18-001A, but for less than the lien amount of \$11,600.39. He was told

that the starting bid must be the lien amount. Chairman Martin then asked Marian Sheppard, Clerk of the Board, to explain the process for those properties that did not sell at the auction. Ms. Sheppard advised that the remaining unsold properties would be added to a list of properties that did not sell at previous Board auctions and are available for purchase year-round. Ms. Sanders proceeded to illustrate on the overhead screen the location of the list on the County's website. Chairman Martin thanked Ms. Sheppard for the explanation.

Item 3 – CONSENT AGENDA ACTION ITEMS: (Any matter on the Consent Agenda will be removed from the Consent Agenda and discussed and voted upon as a regular agenda item upon the request of any member of the Board of Supervisors.)

A. Approval of Amendment No. 6 to an Intergovernmental Agreement (Contract No. ADHS16-098369) between the Arizona Department of Health Services and Gila County Health Department to replace the price sheet.

B. Authorization of the Chairman's signature on a letter terminating a Non-Exclusive License Agreement between Gila County and GovNET.

C. Approval of the Rental Housing Bridge Subsidy Program Agreement - Close-Out Version between Health Choice Integrated Care, LLC and Gila County DBA Gila County Public Housing Authority, which will allocate funds in the amount of \$15,500 to be used to help Gila County residents who meet the program qualifications for the period of July 1, 2017, through June 30, 2018.

D. Approval of Amendment No. 6 to an Intergovernmental Agreement (Contract No. ADES15-089113) between the Arizona Department of Economic Security and Gila County Division of Community Services, Community Action Program, revising the Itemized Service Budget for Case Management and Community Services whereby the cumulative reimbursement ceiling has been set to \$445,122 for the period of July 1, 2017, through June 30, 2018.

E. Authorization of the Chairman's signature on the Quit Claim Deed for the Clerk of the Board's over-the-counter sale of Assessor's tax parcel number 304-33-040 to Buoy 10, LLC.

F. Acknowledgement of the October 2017 monthly activity report submitted by the Recorder's Office.

G. Acknowledgment of the October 2017 monthly activity report submitted by the Clerk of the Superior Court's Office.

H. Acknowledgment of the monthly activity report for October 2017 submitted by the Globe Regional Constable's Office

I. Acknowledgment of the October 2017 Globe Regional Justice Court's monthly activity report.

J. Approval of the October 31, 2017, November 7, 2017, and November 21, 2017, Board of Supervisors' meeting minutes.

K. Acknowledgment of the Human Resources reports for the weeks of November 7, 2017, November 14, 2017, November 21, 2017, and November 28, 2017.

NOVEMBER 7, 2017

DEPARTURES:

1. Benjamin Rowe – Public Works – Recycling and Landfill Operations Worker Senior – 11/10/17–Recycling and Landfill Management Fund – DOH 06/13/16
2. Michael Coldiron – Community Development – Chief Building Official – 11/02/17 – General Fund –DOH 09/25/17
3. David Hom – Public Works – Assistant Facilities Manager – 10/31/17 – Facilities Management Fund –DOH 05/14/93
4. Vicki Aguilar – Clerk of Superior Court – Chief Deputy – 12/21/17 – General Fund – DOH 11/14/94
5. Patricia Dodd – Health and Emergency Services – Community Health Specialist – 11/09/17 – Community Health Grant Fund – DOH 04/18/16

END PROBATIONARY PERIOD:

6. Scott Buzan – Community Development – Director of Community Development – 10/01/17 – General Fund
7. Justin Grinder Sr. – Public Works – Road Maintenance Worker – 11/30/17 – Public Works Fund
8. Brian Tackett – Public Works – Building Maintenance Technician Senior – 11/14/17 – Facilities Management Fund

REQUEST TO POST:

9. Sheriff's Office – Accounting Clerk Specialist – Vacated by Karen Brake
10. Public Works – Recycling and Landfill Operations Worker Senior – Vacated by Benjamin Rowe
11. Public Works – Automotive Mechanic – Vacated by H. Charles Mitchell
12. Health and Emergency Services – Community Health Specialist – Vacated by Patricia Dodd

NOVEMBER 14, 2017

DEPARTURES:

1. Janice Cook – Board of Supervisors – Executive Administrative Assistant – 02/02/18 – General Fund – DOH 07/03/17
2. Sterling Hunt – Probation – Juvenile Detention Officer – 11/03/17 – General Fund – DOH 07/31/17
3. Rose Holiday – Globe Constable's Office – Constable Clerk – 11/07/17 – General Fund – DOH - 06/24/13

NEW HIRES:

4. Robert Keefe – Probation – Deputy Probation Officer 1 – 11/13/17 – Diversion Intake (.50)/Juvenile Intensive Probation Supervision (.50) Funds – Replacing Natalie Henning
5. Mark Highstreet – Sheriff's Office – Deputy Sheriff – 11/27/17 – General Fund – Replacing Gary Eggert

TEMPORARY HIRES TO COUNTY SERVICES:

6. Suzette Allinson – Human Resources – Temporary Human Resources Administrative Assistant – 11/07/17 – General Fund

END PROBATIONARY PERIOD:

7. Monica Boyce – Probation – Administrative Clerk Specialist – 11/28/17 – Diversion Intake (.50)/Juvenile Standards Probation (.50) Funds
8. Jay Boyer – Probation – Deputy Probation Officer IV/Probation Manager – 12/19/17 – Various Funds
9. Lillie Vega – Community Services – Administrative Clerk Senior – 11/22/17 – Various Funds

DEPARTMENTAL TRANSFERS:

10. Misty Allinson – From Sheriff's Office – To County Attorney's Office – From 911 Dispatcher – To Child Support Case Manager – 11/13/17 – From General Fund – To IV-D Child Support Fund – Replacing Danielle Tumberlin
11. Christine Elmer – Public Works – From Administrative Clerk Specialist – To Administrative Assistant – 11/20/17 – Public Works Fund – Replacing Nyra Hillery

OTHER ACTIONS:

12. Amanda Robles – Community Services – Community Services Worker – 11/13/17 – GEST Fund – Change in fund codes

REQUEST TO POST:

13. Sheriff's Office – 911 Dispatch Supervisor – Vacated by Stephanie Guerrero
14. Globe Constable's Office – Constable Clerk – Vacated by Rose Holiday
15. Assessor's Office – Property Appraiser 1 – Vacated by Christina Hext
16. Board of Supervisors – Executive Administrative Assistant – Vacated by Janice Cook

NOVEMBER 21, 2017

DEPARTURES:

1. Craig Hebert – Public Works – Road Maintenance and Equipment Operator – 11/16/17 – Public Works Fund – DOH 10/30/17
2. Karen Roberts – Clerk of Superior Court – Court Clerk – 12/01/17 – General Fund – DOH 02/13/12

NEW HIRES:

3. Katharine Roberts – Health and Emergency Services – Public Health Nurse – 01/02/18 – Health Services (.95)/Family Planning (.05) Funds – Replacing Manuel Abeyta
4. Charles Shire – County Attorney's Office – Deputy County Attorney Senior-Civil Division – 11/27/17 – General Fund – FY18 position

END PROBATIONARY PERIOD:

5. Austin Payne – Public Works – Automotive Mechanic – 11/21/17 – Fleet Management Fund

OTHER ACTIONS:

6. Austin Payne – Public Works – Automotive Mechanic – 08/21/17 – From Public Works Fund – To Fleet Management Fund – Correcting fund code

REQUEST TO POST:

7. Public Works – Administrative Clerk Specialist – Vacated by Christine Elmer
8. Clerk of Superior Court – Court Clerk – Vacated by Karen Roberts

NOVEMBER 28, 2017

DEPARTURES:

1. Michael Ybarra – Public Works – Road Maintenance Worker - 01/01/18 – Public Works Fund – DOH 04/18/00
2. Christopher Pena – Sheriff's Office – Deputy Sheriff – 11/24/17 – General Fund – DOH 08/06/07
3. Paul Larkin – Health and Emergency Services – Hearing Officer (.03) – 12/31/17 – Rabies Control Fund – DOH 04/13/15

NEW HIRES:

4. Marian Avalos – Community Services – Community Services Worker – 12/04/17 – GEST Fund – Replacing Matthew Garcia
5. Sabrina Falquez – Probation – Deputy Probation Officer 1 – 12/04/17 – Diversion Intake (.50)/Juvenile Intensive Probation Supervision(.50) Funds – Replacing Lisa Foster
6. Ariel Lott – Probation – Juvenile Detention Officer – 12/11/17 – General Fund – Replacing Christine Lovato

7. Donald Roughan – Probation – Part Time Juvenile Detention Officer(.48) – 12/11/17 – General Fund – Replacing Eric Dawson

END PROBATIONARY PERIOD:

8. Jade Kaufman – Community Development – Code Compliance Specialist – 12/05/17 – General Fund

9. Guy Peterson – Sheriff's Office – Detention Officer – 11/21/17 – General Fund

OTHER ACTIONS:

10. Keith Conway – Sheriff's Office – Deputy Sheriff – 01/02/18 – General Fund – Extending probationary period an additional six months

11. Misty Allinson – Sheriff's Office – Records Supervisor – 11/06/17 – General Fund – Correction

REQUEST TO POST:

12. Public Works – Road Maintenance and Equipment Operator – Vacated by Craig Hebert

13. Public Works – Road Maintenance Worker – Vacated by Michael Ybarra

L. Approval of finance reports/ demands/ transfers for the reporting period of October 24, 2017, through November 28, 2017.

Approve demands and budget amendments for operating transfers. Warrant numbers 286494 through 286519, 286521 through 286604, 286606 through 286844, and 286846 through 287077, totaling \$4,107,978.85 for the period 10-24-17 through 11-28-17.

Pursuant to A.R.S. §11-217(C), the published minutes shall include all demands and warrants approved by the Board in excess of one thousand dollars except that multiple demands and warrants from a single supplier or individual under one thousand dollars whose cumulative total exceeds one thousand dollars in a single reporting period shall also be published. **(A listing of issued warrants and voided warrants are permanently attached to these minutes.)**

Upon motion by Vice-Chairman Humphrey, seconded by Supervisor Cline, the Board unanimously approved Consent Agenda action items 3A-3L.

Item 6 - CALL TO THE PUBLIC: Call to the Public is held for public benefit to allow individuals to address the Board of Supervisors on any issue within the jurisdiction of the Board of Supervisors. Board members may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to Arizona Revised Statute §38-431.01(H), at the

conclusion of an open call to the public, individual members of the Board of Supervisors may respond to criticism made by those who have addressed the Board, may ask staff to review a matter or may ask that a matter be put on a future agenda for further discussion and decision at a future date.

There were no comments.

Item 7 - At any time during this meeting pursuant to A.R.S. §38-431.02(K), members of the Board of Supervisors and the County Manager may present a brief summary of current events. No action may be taken on information presented.

Each Supervisor and the County Manager present a summary of events.


There being no further business to come before the Board of Supervisors, Chairman Martin adjourned the meeting at 10:44 a.m.

APPROVED:



Tommie C. Martin, Chairman

ATTEST:



Marian Sheppard, Clerk of the Board